UNITED
NATIONS

ST

Secretariat

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11 September 1997

INFORMATION CIRCULAR

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: STAFF DAY 1997

Introduction

1. The observance of Staff Day on Friday, 12 September 1997, is an official function sponsored jointly by the Secretary-General and the Staff Union. It is intended to give staff members an opportunity not only to relax and enjoy themselves, but also to reaffirm the esteem we hold for one another and the work we perform. Staff Day is not intended to be a "day off". It will be a success if staff members participate together in the events that have been planned and it is hoped that staff members at all levels will join in the spirit of this endeavour. The Secretary-General and the President of the Staff Union will address the staff.

Participation in Staff Day activities

2. Supervisors are expected to release their staff to participate in the Day's activities, to the extent possible, and to participate themselves. In offices where the exigencies of service require some staff members to be on duty at all times, supervisors are asked to exercise flexibility and to devise equitable arrangements to allow the greatest staff participation possible. To the extent feasible, with no impairment to the provision of essential services, staff members who do not work conventional shifts should be able to participate in events scheduled during regular working hours without being expected to complete their normal assignments as well.

Schedule of activities during the Day

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3. The following is a complete schedule of events:

10 a.m. Grand Lawn, Public Plaza of the General Assembly Building

Parade and Performance by the United States Military Academy at West Point "*Hellcats*" and the Morris Knolls High School "*Golden Eagles*" Marching Band and Color Guard

Flag Raising Memorial Ceremony, honouring civilian and military personnel

United Nations Security Honour Guard

Opening statements by:

Ambassador Joseph Verner Reed, President of the Staff-Management Coordination Committee

Mr. Joseph Connor, Department of Administration and Management, Under-Secretary-General

Mrs. Rosemarie Waters-Pugh, President, United Nations Staff Union

Masters of Ceremonies: Mr. Fernando Astete and Mr. Bertram Goddard

11 a.m. Secretariat Building, Staff Lounge

Mini International Food Bazaar, sponsored by the Aux Antilles Club

11 a.m. General Assembly Hall

Parade of Nations, featuring staff members in their national attire from countries all over the world

Musical Performances by Ghada Ghanem and Tony Paterniti

Statements by the Secretary-General of the United Nations, Mr. Kofi Annan, and the President of the United Nations Staff Union, Mrs. Rosemarie Waters-Pugh

12 noon General Assembly Public Plaza

In Young Sohn Dance Company. Showcase of authentic Korean folk dances

12 noon-4 p.m. Ex-press Bar

United Nations Chess Club Tournament

1 p.m. General Assembly Public Plaza

Basketball Exhibition. Tournament and Free-Throw Contest

Officials: Robert Johnson and Ivan Marrero

1.30 p.m. General Assembly Hall

Tokyo Pops Orchestra. Performance by the premiere pops orchestra debuting in America

3 p.m. Staff Lounge

Table Tennis Exhibition, sponsored by the Table Tennis Club

3 p.m. North Lawn Lounge

United Nations Domino Club Tournament

3.30 p.m. General Assembly Hall

Staff Talent Show. Showcase of the world's best and brightest talent

4.30 p.m. General Assembly Hall

Fashion Show. Designs by IMEKA of New York, featuring elegant dress from one of Japan's top designers

7-12 midnight Staff Day Ball

Viennese Cafe

Jazz Concert, featuring the Freddie Hubbard Quintet

General Assembly Public Lobby and Concourse

Featuring the **Tabou Combo, Thursday's Club, Entertainment and Sounds Unlimited - DJs extraordinaire, DJ Mandussa** and the **Machito Orquestra**

11.30 p.m. General Assembly Public Lobby

Raffle Drawing, featuring a fully equipped 1997 Hyundai Accent, four-door model, AM/FM cassette stereo and air-conditioning

4. Admission to all the above events will be on a first-come, first-served basis upon presentation of a valid United Nations grounds pass. Staff members are asked to arrive at events 15 minutes before the scheduled starting times. Retired staff members are invited to participate.